

**PORT OF CLARKSTON**  
**849 Port Way – Clarkston, WA**  
**Thursday, January 12, 2017 -- 1:00 p.m.**  
**REGULAR MEETING MINUTES**

All motions passed unanimously unless otherwise noted.

**CALL MEETING TO ORDER; PLEDGE OF ALLEGIANCE:**

The Port of Clarkston's regular meeting for January 12, 2017, was brought to order at the Port of Clarkston office by Commissioner Rick Davis Chairman, with the Pledge of Allegiance. A quorum was present.

**ROLL CALL:**

[P] Commissioner Marvin Jackson	[P] Commissioner Rick Davis
[P] Commissioner Wayne Tippett	[P] Port Manager – Wanda Keefer
[P] Port Auditor/Bookkeeper - Jennifer Bly	[P] ED Assistant – Belinda Campbell

**VISITORS:**

**CONSENT CALENDAR:**

1. Any approved absences
2. Approval of Minutes – Minutes of the Meeting of December 8, 2016.
3. Review of Accounts Receivable
4. Approval of Vouchers

<b>Types of Checks</b>	<b>Check Numbers</b>	<b>Date</b>	<b>Amount</b>
Vacation payout	EFT-19525 & 19533	12/12/2016	\$ 4,205.62
Payroll	19561 – 19571	12/15/2016	\$10,812.90
Expenses	19572 - 19584	12/27/2016	\$13,977.45
Payroll	19585 – 19596	12/30/2016	\$11,007.49
Expenses	19597 – 19604	12/30/2016	\$30,388.07
Expenses	19605 – 19638	01/12/2017	\$95,995.94

**Motion to approve was made by Commissioners Tippett/Jackson.** Discussion requested by Commissioner Tippett asking that the minutes be corrected to show he was at the last meeting and not by phone. Correction noted. The Consent Calendar was then approved. **Motion carried.**

**GENERAL PUBLIC COMMENTS** – None.

**NEW BUSINESS:**

1. Election of officers: The customary rotation of officers was recommended by the Commissioners: Wayne Tippett as Commission Chair, Marvin Jackson as Commission Vice Chairman and Rick Davis as Commission Secretary. **Motion made by Commissioners Tippett/Jackson using the customary rotation of commissioners. Motion carried.** Commissioner Tippett then took over running the meeting.

2. Appointment of Port Attorney & Port Auditor **Motion made by Commissioners Davis/Jackson appointing Jennifer Bly Port Auditor and Bruce Ensley as Port Attorney. Motion carried.**
3. Annual Work Plan for 2017: **Motion made by Commissioners Jackson/Davis to accept the annual work plan for 2017 resulting from the morning work session. Motion carried.**

### **RESOLUTIONS:**

**2017-01** -- Setting Meeting Times for 2017 - **Motion made by Commissioners Davis/Jackson to approve Resolution 2017-01 as presented. Motion carried.**

**2017-02** -- Authorizing the Port Manager to sell Port Property of Ten Thousand or Less in Value. Motion made by Commissioners Jackson/Davis to approve Resolution 2017-02 as presented. After discussion, the motion was withdrawn to explore alternate wording.

**2017-03** – Rules of Procedure for Port Commission Meetings -- **Motion made by Commissioners Davis/Jackson to approve Resolution 2017-03 as presented. Motion carried.**

### **RECURRING AGENDA ITEMS:**

Permitting in progress: Relocation of dumpsters at cruise boat dock – Asphalt pad \$17,500 fencing \$8,700 – etc. - **The Commissioners authorized the Manager to apply for a grant for hotel/motel taxes to help with the cost this project.**

### **OLD BUSINESS:**

1. Status update on response/actions to federal agencies scoping for new EIS communicating the importance of the multiuse system and to the economy of the region. Responses due 2-7-17. **Motion made by Commissioner Davis/Jackson approving a letter of comments from the Port of Clarkston. Motion carried.**
2. Decisions, if any, relating to tenant signage – No new decisions were made.

### **COMMISSIONER REPORTS:**

Commissioner Jackson asked for an update on the Veterans Wall and discussed campers on port property by Commercial Way.

Commissioner Davis: No comments.

Commissioner Tippet discussed snow removal around the port office.

### **MANAGER'S REPORT:**

1. Calendar – Wanda provided the commissioners with her calendar and explained some of the programs and projects she is working on.
2. She explained that the Small Works and Professional Services rosters had been advertised. The call for interested parties will be published once a week for two consecutive weeks.

### **EXECUTIVE SESSION:**

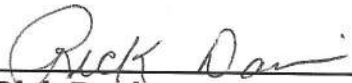
At 1:45 p.m., the Commissioners went into executive session for a period of 10 Minutes to discuss lease negotiations (5 minutes) and litigation (5 minutes). At 1:55 p.m., the Commissioners came out

of executive session and asked for additional time of 5 minutes. At 2:00 p.m., the Commissioners came out of executive session. No decisions were made.

**Next Meeting** – February 9, 2017 Regular Meeting

**ADJOURNMENT:**

**Motion made by Commissioners Jackson/Tippett adjourning the meeting. Motion carried.**

  
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**Rick Davis**  
**Secretary**